

Rules Committee



Eric Moore, Chair

Wednesday, June 28, 2006
12:00 pm to 2:00 pm
Public Health
4041 North Central Avenue
Phoenix, AZ 85012-3330
15th Floor, Joshua Room

4041 North Central Avenue
Suite 1537 • Phoenix, AZ 85012-3330
(602) 506-6321 phone
(602) 506-6896 fax
PlanningCouncil@mail.maricopa.gov

Meeting Minutes

Attended: Eric Moore, Keith Thompson, Larry Stähli, Randall Furrow
Alternates:
Excused: Mark Kezios
Absent:
Guests: John Sapero, Michael Bryson

All of the documents discussed below are available from Planning Council Support.

Welcome, introductions and declarations of any conflicts-of-interest

Eric Moore called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Determination of quorum

Eric Moore determined that quorum was established, with four of five members present at 12:04 pm.

Review and approval of the minutes for the May 24, 2006, meeting

MOTION: Keith Thompson moved to accept the minutes. Larry Stähli seconded.
DISCUSSION: None.
OUTCOME: The motion passed.

Administrative Agent update

None.

Committee Chair update

Eric Moore announced the cancellation of the July meeting for the committee.

Bylaws revisions

The committee continued to compile potential revisions to the Planning Council Bylaws.

MEETING MINUTES *continued*

| Action Item | Responsible | Due |
|--|-------------|---------------------------------|
| Refer to the Executive Committee for inclusion in their policies and procedures: issues related to committee membership composition, resignation by absence of elected committee members, and how quickly a member must join a committee | Eric Moore | 8/3/06 (Executive Committee) |

Review of committees' Policies & Procedures

The committee is awaiting Policies & Procedures developed by the Education & Empowerment Committee, the Allocations Committee, and the Executive Committee. The committee may make recommendations for revisions, or vote to endorse any of the documents to the Executive Committee and the Planning Council for final approval.

| Action Item | Responsible | Due |
|---|--------------------------|---------------------------------|
| Remind committee chairs to review their policies and procedures so that they may be submitted to Rules as soon as possible. | Planning Council Support | 8/3/06 (Executive Committee) |

Determination of the agenda items for the next meeting

The committee determined action items and possible topics for the next meeting.

- Review of committees' Policies & Procedures
- Bylaws revisions

| Action Item | Responsible | Due |
|---|-------------|---------|
| Refer committee absence memorandum to Executive Committee for recommendation to the Council | Eric Moore | 7/6/06 |
| Conflicts of interest declarations by Council members | Eric Moore | 7/13/06 |
| Refer Code of Conduct to Executive Committee for recommendation to the Council | Eric Moore | 7/6/06 |

Current events summaries

Larry Stähli announced upcoming Planning Council meetings.

Randall Furrow announced upcoming Planning Council meetings.

Eric Moore announced a schedule of upcoming Medicare Part D classes. Additionally, according to a letter a client received last week, all reconsideration requests for Social Security Disability and Supplemental Security Income are on hold indefinitely. Please refer affected clients to him at HIV/AIDS Law Project, 258-3434 x2640, so that strategies may be developed.

Call to the public

None.

Adjourn

The meeting adjourned at 12:42 p.m.

The next meeting of the Rules Committee is scheduled for: Wednesday, August 23, 2006. The committee generally meets on the fourth Wednesday of each month.